F.No.J-14011/1/2016-e-Gov. Government of India Ministry of Water Resources, River Development & Ganga Rejuvenation, (e-Governance Cell)

Shram Shakti Bhawan, Rafi Marg, New Delhi, dated the **3**² May, 2016.

Subject: - Minutes of the 34th Review Meeting taken by JS (Admin & GW) on 29.04.2016 on issues of e-Governance and Action proposed.

The undersigned is directed to enclose herewith the Minutes of the 34th Review Meeting taken by Joint Secretary (Admn) on 29.04.2016 on the above subject for information and immediate follow up action in the matter.

2. This issues with the approval of JS (A).

Encl:- As above.

(S. K. Kataria) Under Secretary to the Govt. of India, Tele. No.23716928.

{i.r.o point no.2(b), 2(c) 3, 5,7, 8},

{ i.r.o point no. 2(a), 2(e), 4}

To,

- 1. All Wing Heads of the Ministry/ Controller of Accounts, MoWR,
- 2. All Heads of Organizations,
- 3. Director (Admn./GA)
- 4. Director (E-III)/ DS (PSU)/DS (E-II/ GWE)
- 5. DS (E-I/ Vigilance)
- 6. SJC (BM),(i.r.o. point no. 4)
- 7. All US and equivalent Officers
- 8. US (GA) $\{i.r.o \text{ Point no. } 7 \& 8\}.$
- 9. All Website/ e-Governance Nodal Officers of the Ministry.
- 10. All Website/ e-Governance issues Nodal Officers of the Organizations under the { i.r.o. point no. 1, 2(a), 2(c), 10}
- 11. Technical Director, NIC {i.r.o. point no. 1, 2(b), 2(c), 2(e), 5,6,8}

Copy for information to:-

- 1. PS to Hon'ble Minister (WR, RD & GR),
- 2. PPS to Secretary (WR, RD & GR), PS to SS (WR, RD & GR), PS to JS (A), PS to JS (PP)

Subject: - Minutes of the 34th Review Meeting taken by JS (Admin & GW) on 29.04.2016 on issues of e-Governance and Action proposed.

S.No	Subject/ Action point	Decision Taken	Action proposed to
1.	Development of Website/ webpages and Gov.in Domain registration.	 The templates for the Websites of the Regional Offices shall be emailed to CWC, CGWB and their Regional Offices after incorporating changes, if any suggested by JS (PP). It was directed to seek their suggestion by next week. 	{Action:- Technical Director, NIC/ e- Governance Cell/Nodal Officer of CWC & CGWB}
		 A DO letter has been sent to DG, NIC for issuing necessary instructions to the concerned for facilitating Gov.in domain matter. This would be followed up by Director (Tech), NIC. Technical Director, NIC to further reduce the 	
		number of links on the Website.	
2.	e-initiatives of the Ministry	 a. Executive Records (ER) Sheets/ PIS: - It was reported that CWC and NIH have completed the uploading of ER Sheets of their Officers. The progress made by CWC and NIH was appreciated. 	{Action:- Nodal Officers of Organizations/ DS(E-I) }
		 b. Implementation of HRMS: A meeting has been held with MD, NICSI on 25.04.2016. NICSI's response has been received. NICSI have circulated the ToR to their empanelled vendors. NIC, Shimla (Himachal Pradesh) will be requested by Technical Director, NIC to give a presentation in the Ministry for the assessing their HRMS. A Committee comprising Director (A), Technical Director (NIC) and DS (E-I) will monitor the progress of the HRMS project. 	Action: Fechnical Director, NIC /) Director (Admin.)/DS (E-I/ Vigilance)/ e- Governance Cell}
		 c. Implementation of e-Office:- Templates requesting requisite information for 	Action: Technica

		bringing all Heads of Attached Offices/	Director, NIC / e-
		Subordinate Offices, whose Reporting Officer is Secretary (WR)/ SS (WR), under e-Leave Management System has been circulated.	Gov. Cell}/ Director (Admn.)/ All Nodal Officers of the Organizations}
		 Technical Director informed that some bugs have been resolved in e-Tour application. However, some are still to be resolved by NIC Data Center team. 	
		 Timeline fixed for implementing eTour system is 01.06.2015. 	
		 e-Governance Cell to organize a Training Session for NWM Wing, FM Wing including MTSs. 	
		 All Nodal Officers of the Organizations to furnish the latest ATR on introduction of e- Leave System by 06.05.2016. 	
		d. Implementation of e-Procurement:	
		• A D.O. letter will be sent to JS (RB) requesting to take appropriate action to resolve problems in implementation of e-Procurement.	{Action: Director (Finance)/NMCG/ e-Governance Cell}.
		e. Online Vigilance Clearance System	
2		 Beta version, comprising online submission of vigilance clearance form, to be prepared by NIC Cell by next week. 	{Action: Technical Director, NIC, DS(E- I/Vigilance)}
3.	Capacity Building in e- Governance	 Director (Admn.) informed that Training Action Plan for 2016-17 is being submitted. 	{Action: Director (Admn.)}
	for the Ministry.	 It was directed to include training to the Senior Officers on Project Clearance, Project Appraisal etc. 	
4.	Social Media Platform/ Blogs for the	 The information on following issues will be uploaded on Social Media for this week: 	{Action:- e- Governance Cell/ DS (Vigilance)/SJC
	Hon'ble Minister	 The information on Vigilance Committee, implementation of VOICE and development of Vigilance Clearance system. DS (Vigilance) to 	(BM))

		furnish the brief content.	
		II. Interlinking of River Meeting taken by Hon'ble Minister on 29.04.2016. SJC (BM) to furnish the brief content along-with 4-5 pictures.	
5.	Central Registry monitoring system	 NIC Cell to submit an action plan/ work flow by next week. JS (A) desired NIC Cell to submit their Plan of Action with requirements to the Ministry. 	{Action:- Director (Admn.)/ Tech. Director, NIC}
6.	Online Web Project Monitoring / Dashboard system.	 Response has been received from NICSI. ToR prepared for development of MIS/ Dashboard have been circulated to the empanelled vendors. A Committee is being formed for taking up the project. Technical Director, NIC to circulate ToR among the Vendors of NICSI. 	{Action:- Tech Dir(NIC)/ e- Governance Cell }
7.	e-Granthalaya	 It was informed that file is being submitted for hiring Outsource manpower for implementing e- Granthalaya. 	{Action:- / Director (GA)/ US (GA)}
8.	Complaint Management System	 The progress made in development of Complaint Management System was appreciated. Some Vendors information is required to be fed into the system only. General Administration to issue the Circular in the Ministry and provide requisite training once it is finally completed. 	{Action:- NIC Cell/ Director (A/GA)/ US (GA)}
9.	Review of e- Governance progress in other Ministries.	 The report giving comparison of assessment of e-Governance done in 6 other Ministries has been submitted by e-Governance Cell. It was reported that No other Ministries has operationalized any other application for Online Stationery System, Complaint Management System, VOICE. It was decided to inform DG, NIC through a D.O. letter about these initiatives taken up by this Ministry. 	{Action:- e- Governance Cell}
10.	Other e- Governance initiatives of CWC & CGWB	Chairman, CWC and Chairman, CGWB have been requested to expedite implementation of e- Governance activities (Administration, Project & Information based).	{Action:- Nodal Officers of CWC & CGWB }